Community Resilience Panel Meeting Agenda
October 26-27, 2017 | Minneapolis, MN

Embassy Suites by Hilton Minneapolis Downtown
12 Sixth Street South | Minneapolis, MN 55402

Thursday, Oct. 26, 2017

8:00 – 9:00 am	**Check-in**
8:30 – 9:00 am	**New Panel Members: Introduction to Guide and Panel** *(Plymouth Ballroom)* Steve Cauffman, National Institute of Standards and Technology David Mizzen, Applied Research Associates
9:00 – 9:15 am	**Welcome and Opening Remarks** *(Plymouth Ballroom)* Jay Raskin, Panel Chair Jesse M. Keenan, Panel Vice-Chair Introduction to Keynote Speaker
9:15 – 9:45 am	**Keynote Speaker: Resilience Efforts in Minneapolis** *(Plymouth Ballroom)* Kate Knuth, City of Minneapolis Chief Resilience Officer

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October 26-27, 2017 | Minneapolis, MN

COMMUNITY
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Time	Event
9:45 – 10:00 am	**ANCR Briefing** *(Plymouth Ballroom)* Bryan Soukup John Plodinec
10:00 – 10:15 am	**Coordinating Committee Briefing** *(Plymouth Ballroom)* Jay Raskin, Panel Chair Jesse M. Keenan, Panel Vice-Chair
10:15 – 10:30 am	**Break** - Sponsored by *International Code Council*
10:30 – Noon	**Standing Committee Working Sessions** Buildings & Facilities Committee *(Plymouth Ballroom A)* Communication Committee *(Turquoise Room)* Data, Metrics, & Tools Committee *(Sapphire Room)* Energy Committee *(Ruby Boardroom)* Social & Economic Committee *(Plymouth Ballroom B)* Transportation Committee *(Topaz Ballroom)* Water & Wastewater Committee *(Emerald Room)*
Noon – 1:15 pm	**Lunch**
1:15 – 3:15 pm	**Standing Committee Working Sessions** *(same room assignments)*
3:15 – 3:30 pm	**Break** - Sponsored by *Applied Research Associates*
3:30 – 5:00 pm	**Standing Committee Working Sessions** *(same room assignments)*
5:15 – 6:15 pm	**Coordinating Committee Meeting** *(Sapphire)*

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Friday, Oct. 27, 2017

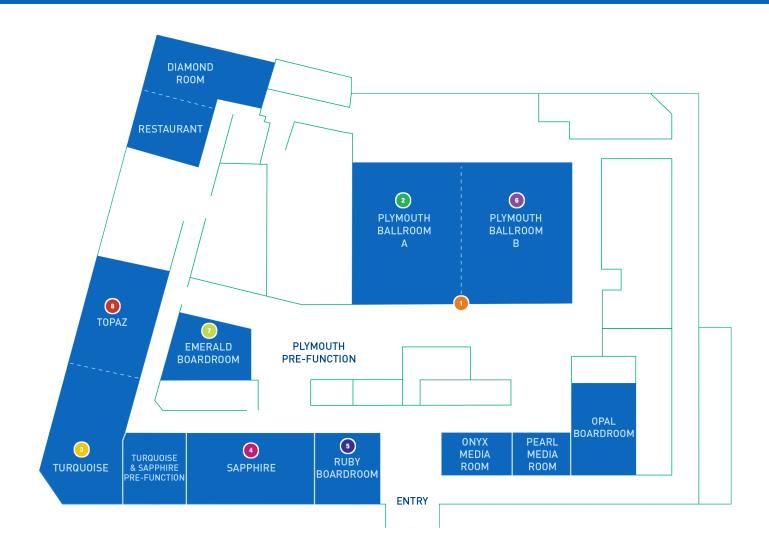|	
8:00 – 8:15 am	**Overview for the Day** *(Plymouth Ballroom)*
8:15 – 8:45 am	**Community Resilience Resources of Panel Co-Sponsors** *(Plymouth Ballroom)* Sheri Moore, U.S. Army Corps of Engineers Charlene Miliken, National Academies of Science, Engineering, and Medicine Moderator: Steve Cauffman, National Institute of Standards and Technology
8:45 – 8:50 am	**Transition to Breakouts**
8:50 – 10:15 am	**Cross Committee Meeting and RKB Working Group Meeting** As determined by Committees on Day 1 RKB Working Group *(Sapphire Room)*
10:15 – 10:30 am	**Break** - Sponsored by ***Applied Research Associates*** ARA
10:30 – Noon	**Standing Committee Breakout Working Sessions and Report Out Preparation** Buildings & Facilities Committee *(Plymouth Ballroom A)* Communication Committee *(Turquoise Room)* Data, Metrics, & Tools Committee (Sapphire Room) Energy Committee *(Ruby Boardroom)* Social & Economic Committee *(Plymouth Ballroom B)* Transportation Committee *(Topaz Ballroom)* Water & Wastewater Committee *(Emerald Room)*
Noon – 12:15	**Break**
12:15 – 1:00 pm	**Report Out and Work Plans** *(Plymouth Ballroom)* Jesse M. Keenan, Panel Vice-Chair & Committee Chairs *(5 minutes for each report out)*
1:00 – 1:15 pm	**Closing – The Path Forward** *(Plymouth Ballroom)* Jay Raskin, Panel Chair

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AGENDA ITEM	ROOM	
New Panel Members: Introduction to Guide and Panel	**Plymouth Ballroom**	1
Welcome and Opening Remarks	**Plymouth Ballroom**	1
Keynote Speaker: Resilience Efforts in Minneapolis	**Plymouth Ballroom**	1
ANCR Briefing	**Plymouth Ballroom**	1
Coordinating Committee Briefing	**Plymouth Ballroom**	1
Buildings & Facilities Committee Working Session	**Plymouth Ballroom A**	2
Communication Committee Working Session	**Turquoise Room**	3
Data, Metrics, & Tools Committee Working Session	**Sapphire Room**	4
Energy Committee Working Session	**Ruby Boardroom**	5

AGENDA ITEM	ROOM	
Social & Economic Committee Working Session	**Plymouth Ballroom B**	6
Water & Wastewater Committee Working Session	**Emerald Ballroom**	7
Transportation Committee Working Session	**Topaz Room**	8
Coordinating Committee Meeting	**Sapphire Room**	4
Overview for the Day	**Plymouth Ballroom**	1
Community Resilience Resources of Panel Co-Sponsors	**Plymouth Ballroom**	1
Cross Committee Meeting and RKB Working Group Meeting	**Sapphire Room**	4
Report Out and Work Plans	**Plymouth Ballroom**	1
Closing — The Path Forward	**Plymouth Ballroom**	1

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What is the Panel?

The Community Resilience Panel for Buildings and Infrastructure Systems (the "Panel") is a forum to achieve broad stakeholder collaboration and consensus around goals, actions and strategies needed to promote community resilience and to derive benefits from that improved resilience. The Panel has seven co-sponsors, but it is driven by its 350+ members.

Who are the Federal Co-Sponsors?

- National Institute of Standards and Technology (NIST)

- Department of Housing and Urban Development (HUD) Office of Economic Resilience

- National Oceanic and Atmospheric Administration (NOAA)

- Federal Emergency Management Agency (FEMA)

- Department of Homeland Security (DHS) Office of Infrastructure Protection

- United States Environmental Protection Agency (EPA)

- National Academies of Sciences, Engineering, and Medicine

The U.S. Army Corps of Engineers (USACE) is also providing a liaison to the Panel.

Panel Mission

The mission of the Panel is to identify methods that can improve the resilience of communities by considering the adequacy of codes and standards. In addition, the Panel will participate in the development, coordination, and harmonization of guidelines, best practices, and other tools that enhance the performance of buildings infrastructure systems that support the social and economic functions of communities. For purposes of the Panel, 'community' is defined in broad terms and may include state and local public administrations, local community advocates and private sectors enterprises.

How will the Panel achieve its mission?

The Panel will identify policies and important reference materials that may be used to facilitate community resilience planning. The Panel will consider the adequacy of standards, guidelines, best practices, and other tools. The Panel will seek to identify gaps in existing references and processes. At present, the standing committees of the Panel are focusing their efforts on reviewing and stress-testing the 6-step planning process in the NIST Community Resilience Planning Guide for Buildings and Infrastructure Systems (the "Guide"). For example, the committees are engaged in scenario planning exercises to further calibrate the Guide to accommodate the nuances inherent in interdependent systems and risks. These exercises are vetting existing resources, while at the same time identifying gaps in processes, analyses and decision-making.

How will the Panel distribute its products to the public?

The Panel will host a Resilience Knowledge Base ("RKB") on its website (https://crpanel.nist.gov). It will be structured around the planning steps in the NIST Guide. It is intended to be a repository that consists of:

- Information to help benchmark resilience standards and performance levels;

- Resources and references, such as case studies, reports, and analytical tools;

- Data to validate, calibrate and enhance the relevance of community resilience planning models.

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Where is the Panel headed? Is there an overall Panel work product?

The Community Resilience Panel Coordinating Committee (CRPCC) held an in-person meeting on September 8, 2017 to discuss future goals for the Panel. It was decided that there should be a common goal for the Panel, to which each of the standing committees would contribute. The CRPCC identified seven ideas for a common goal as follows:

- Recovery support – considering the recent hurricanes; articulate, "why resilience."

- Standards and codes, regulations, best practices assessment

- RKB as a tool – actor filter; Guide 6 steps; case studies

- Risk communication – key decision topics

- Decision support – community leaders; stakeholders. What questions to ask?

- Knowledge (data) gaps – via (a few) case studies

- Getting started guidance for community resilience

The CRPCC voted on these seven ideas and based on the voting, proposed a common goal for the Panel to develop a Decision Support Framework for Community Resilience to which each committee will contribute. The CRPCC also agreed that the RKB would be developed as a supporting mechanism for the other goals, where important documents for each goal are organized according the 6 steps of the NIST Guide. The proposed common goal also subsumed three of the other ideas proposed, recognizing their importance to underpinning the larger goal and their alignment with the goals of the Panel. The Panel goal to be accomplished in the next 18 months (by Spring 2019) is:

- Develop a Decision Support Framework to help communities become more resilient by identifying key resilience questions communities should be asking, and providing resources to help them understand best practices for community resilience. The framework will address 3 main areas:

  » *Recovery Support* – What are the decisions that need to be made to facilitate recovery (i.e., building back better)? What questions should communities be asking? This will include developing guidance for getting started in resilience planning and helping communities understand their risks.

  » *Knowledge Gaps* – What tools and information are available? What best practices/success stories can be identified from recent disasters (e.g., Hurricanes Harvey, Irma, and Maria)?

  » *Standards and Codes/Regulations/Best Practices* – What communities need to know? How can the minimum health safety and welfare requirements be enhanced?

A Decision Support Framework, in the context that we are using it, would support the six-step process in the Guide by helping local planners identify stakeholders that need to be engaged, either as part of the collaborative planning team or as part of stakeholder groups who provide information on dependencies and review and comment on the collaborative planning team's findings. It should also identify where authorities for decision-making lie, for example with an investor-owned utility, or health care system, so that roles are clear when it comes to implementation. The decision framework will include tools and information that are available to support decision making and include best practices/success stories from recent events. Standards/codes/regulations/best practices that have been used will be evaluated to determine their strengths and weaknesses. Lastly, details on public review processes, finalization of the plan, and execution of the plan should be included.

This common goal will help to align the existing standing committee work plans and guide the Panel's work over the next 18 months.

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Panel Leadership Elections

Each committee has a Chair, Vice-Chair, and Secretary. The coordinating committee Chair, Vice-Chair, and Secretary also serve in those roles for the Panel as a whole. During the first year, the leadership positions were appointed by the Panel Administrator. Moving forward, Panel leadership positions will be filled as described below. Each stakeholder category also has a representative on the coordinating committee. "At large" representatives will be added to the coordinating committee this year.

Terms
The Chair and Vice-Chair of each committee will serve staggered terms. To accomplish this, either the Chair or Vice-Chair position for each committee will open for election/appointment each Fall, which started in 2016. The term of all leadership positions will be for 2 years, with the exception of the Panel Secretary and those filling a position that has become vacant mid-term, who will only serve a 1 year term.

Consecutive Terms
The coordinating committee Chair and Vice-Chair may serve 2 consecutive terms. They may serve additional non-consecutive terms. The coordinating committee secretary may not serve consecutive terms. There are no restrictions on the number of terms a stakeholder representative or "at large" member of the coordinating committee may serve. There is no limitation on the number of consecutive terms a standing committee Chair, Vice-Chair, or secretary may serve.

Leadership Positions Accepting Nominees in Fall 2017

COMMITTEE	OPEN POSITIONS	TERM	ELECTED OR APPOINT BY CHAIR?
Coordinating Committee/Panel	Chair*	01/01/18-12/31/18	Elected by vote of the Panel
	Vice Chair	01/01/18-12/31/19	Elected by vote of the Panel
	Secretary	01/01/18-12/31/18	Elected by vote of the Panel
	"At large" members (4)**	01/01/18-12/31/19	Elected by vote of the Panel
Buildings & Facilities	Chair	01/01/18-12/31/19	Appointed by Panel Chair
	Secretary	01/01/18-12/31/19	Elected by committee
Communication	Vice-Chair	01/01/18-12/31/19	Appointed by Panel Chair
Data, Metrics, & Tools	Chair	01/01/18-12/31/19	Appointed by Panel Chair
	Secretary	01/01/18-12/31/19	Elected by committee
Energy	Vice-Chair	01/01/18-12/31/19	Appointed by Panel Chair
	Secretary	01/01/18-12/31/19	Elected by committee
Social & Economic	Chair	01/01/18-12/31/19	Appointed by Panel Chair
	Secretary	01/01/18-12/31/19	Elected by committee
Transportation	Chair	01/01/18-12/31/19	Appointed by Panel Chair
	Vice-Chair*	01/01/18-12/31/18	Appointed by Panel Chair
	Secretary	01/01/18-12/31/19	Elected by committee
Water & Wastewater	Vice Chair	01/01/18-12/31/19	Appointed by Panel Chair
	Secretary	01/01/18-12/31/19	Elected by committee

Roles will be one-year terms to fill positions that became vacant mid-term.
** Preference for "At large" nominees will be given to those representing communities.

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How to Nominate Someone for a Leadership Position

Email the Panel Administrator at resilience@ara.com to nominate someone for one of the open leadership positions. Nominations will have to be accepted by the nominee to be valid.

Key Dates

October 3, 2017 – Nominations period opens.

November 2, 2017 – Nominations period closes (11:59 pm ET).

November 8, 2017 (Approx.) – Voting for elected leadership positions begins. Votes will be cast online through the Panel website. Specific links will be provided when voting begins.

December 8, 2017 (Approx.) – Voting for elected leadership positions closes (11:59 pm ET).

December 11-20, 2017 – Policy Committee presents Panel Chair with nominees for appointed positions and Chair makes decisions.

January 1, 2018 – Terms of new leadership begin.

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